

TRO QUANTITY SHEET INSTRUCTIONS

I. WORKING DAYS & WORK DONE ON CONTROLLING OPERATIONS

1. Working Day: A working day is defined as any day, **except** days determined to be nonworking days in accordance with Section 8-1.06, “Time of Completion”, of the Standard Specifications (weekends and holidays, weather days, traffic restrictions), suspension days, or “other” time extension days.
2. Work Done on Controlling Operation: Refer to the fourth paragraph of Section 8-1.06 of the Standard Specifications for the determination of the controlling operation (any feature of the work, which, if delayed or prolonged, will delay the time of completion of the contract). Use the current, approved critical path method (CPM) schedule as a guide for determining the controlling operation. Also, ensure that the work activities listed on the CPM schedule are specific and in the form of a verb (i.e., “Drive Pier 4 Concrete Piles”, instead of “Pier 4”). If the contractor does not perform work on the controlling operation on a certain day when work is performed, enter a zero for that day in the “Work done on controlling operation” column on the quantity sheet.
3. Nonworking Days: Refer to the second paragraph of Section 8-1.06 of the Standard Specifications. In summation, nonworking days are defined as weekends/holidays, weather days, or traffic restriction days. Types of nonworking days shall be shown on the Weekly Statement of Working Days (WSWD). Section 8-1.05 (4TH paragraph) of the Standard Specifications also allows for nonworking days during suspension days.

II. TIME EXTENSIONS DUE TO CONTRACT CHANGE ORDERS OR DELAYS

General Notes:

- A. When the contractor requests a time extension due to contract change orders or delays, the CPM specification requires the contractor to submit to the engineer a written Time Impact Analysis illustrating the influence of each change or delay on the current scheduled completion date, as the change or delay must extend the work beyond the scheduled completion date before time extensions will be granted.
- B. On page 2-08-11 of the Construction Manual, it is stated that suspensions ordered due to conditions unfavorable for the prosecution of the work or unsuitable weather are normally not necessary for periods of 30 days or less; these delays should be handled on a day-to-day basis when determining nonworking days, i.e., utilize “other” time extension days or weather nonworking days.
- C. Refer to the fourth and fifth paragraphs of Section 8-1.05 “Temporary Suspension of Work” of the Standard Specifications to determine whether a suspension day is considered a working day or a nonworking day. Usually it is considered a nonworking day, and a zero is placed in the quantity sheet “WDAY” (working day) column.

Suspensions –

Compensable: Refer to the fourth and fifth paragraphs of Section 8-1.05, “Temporary Suspension of Work”, of the Standard Specifications. A compensable suspension day is a day in which the engineer orders a suspension of the work which is the controlling

operation due to conditions considered unfavorable to the suitable prosecution of the work (e.g., traffic restriction not listed under “Maintain Traffic”), **except** if the suspension is ordered due to the contractor’s failure to carry out orders given, to perform any provision of the contract, or due to unsuitable weather.

Noncompensable: Refer to the “Overhead” special provision. A noncompensable suspension day is a day in which the engineer orders a suspension of the work due to the failure of the contractor to carry out orders given, to perform any provision of the contract, or due to unsuitable weather.

2. **Other Time Extension Days**

Compensable: Refer to the fifth paragraph of Section 8-1.07 of the Standard Specifications. A compensable “other” time extension day is a day in which the contractor is delayed in completion of the work because of a **failure** or **an act of the engineer or of Caltrans not contemplated by the contract** (if the delay is Caltrans’ fault).

Noncompensable: Refer to the third paragraph of Section 8-1.07 of the Standard Specifications. A noncompensable “other” time extension day is a day in which the contractor is delayed in completion of the work due to reasons beyond the control and without the fault or negligence of the contractor or the engineer/Caltrans (acts of God or of the public enemy, fire, floods, earthquakes, epidemics, quarantine restrictions, strikes, labor disputes, shortage of materials and freight embargoes).

For the requirements of granting an extension of time for a delay caused by a shortage of materials, see the fourth paragraph of Section 8-1.07 of the Standard Specifications.

3. **Contract Change Order Time Extension Days**

Compensable: Refer to the fifth paragraph of Section 8-1.07, “Liquidated Damages”, of the Standard Specifications. If the contractor is delayed in completion of the work by reason of changes made under Section 4-1.03, “Changes”, of the Standard Specifications, an extension of time commensurate with the delay in completion of the work will be granted. When requesting a time extension due to Contract Change Order work, the CPM specification requires the contractor to submit a written Time Impact Analysis illustrating the influence of the change on the current scheduled completion date. For a particular day, a compensable Contract Change Order day should be granted if all three of the following conditions apply:

- a) the Contract Change Order work is the controlling operation; and
- b) the contractor is working on the Contract Change Order work; and
- c) the number of compensable Contract Change Order days granted on all quantity sheets for a certain Contract Change Order is less than the number of time extension days granted on the Agreed-Time Contract Change Order.

Noncompensable: A day would be considered a noncompensable Contract Change Order day if any of the three conditions listed above (a, b, or c) do not apply.